

DEPARTMENT OF MEDICAL ASSISTANCE SERVICES EMPLOYMENT OPPORTUNITY

This Agency is charged with ensuring proper **MEDICAID** services to qualified recipients. Please visit our website and the Commonwealth of Virginia's website referenced below for additional information and qualifications.

THIS POSITION IS OPEN TO CURRENT STATE EMPLOYEES ONLY

LEAD UTILIZATION REVIEW ANALYST

Role Title: Health Care Compliance Specialist II

Position #00093

Pay Band 5, Level II Hiring Range: \$42,614 - \$57,000

Closing Date: February 15, 2017

The Program Integrity Division seeks a self-motivated professional to determine through utilization review that criteria for reimbursement are met according to federal, state regulations and policy for all Medicaid programs, with primary focus on Mental Health (MH) services. This position is responsible for identifying overpayments and potential fraud and abuse, validating compliance with federal and state regulations and policy, and takes necessary steps for reporting. The incumbent also serves as team leader, working directly with the Hospital/Mental Health UR supervisor and offering assistance to Hospital/MHUR team members. The successful candidate must have comprehensive knowledge of utilization review and program audits for all Medicaid programs, with a primary focus on mental health needs of the elderly, children, disabled and others with special health care needs. Requires demonstrated ability to analyze and interpret data, apply federal /state health care regulations and policy, and identify discrepancies between program requirements and documented health care services. Must have experience analyzing mental health care documentation to determine eligibility and appropriateness for services. Requires demonstrated ability to organize and prioritize work, as well as work in a team setting. Must have experience conducting utilization review activities in a long-term care, acute care environment, or provider agency, or within a state Medicaid program. Requires proven excellent oral and written communication skills to prepare comprehensive reports and present findings in administrative hearings. Prefer Bachelor's degree from an accredited college/university with major coursework in mental health, social work, human services, or related field. **This position requires occasional overnight travel.**

ONLINE STATE APPLICATION REQUIRED

Resumes will not substitute for state applications. DMAS will only accept online applications submitted through the RMS by **11:59 p.m.** on the referenced closing date. Faxed, emailed, or hand delivered applications or resumes will not be accepted and resumes will not substitute for a complete state application. Applications must include complete work history, including periods of unemployment if applicable. Consideration for an interview is based solely on the information within the application.

Receptionist: 804-786-5408, TDD 800-343-0634

Web Sites for Vacancy Listings

RMS: <https://virginiajobs.peopleadmin.com/>

DMAS: http://www.dmas.virginia.gov/Content_pgs/ab-emp.aspx

Applicants who require accommodation to apply for Agency openings should contact the DMAS receptionist for assistance. EEO/AA/ADA